

Payment Plan Terms of Agreement

As a convenience, USLCA is offering the option to bill you for your conference registration in 2 installments, over a fixed period and subject to the following conditions. Please review this Agreement in its entirety.

PAYMENT PLAN

- The plan is offered to USLCA members only.
- The deadline to enroll in the plan is 08/1/2022.
- Billing will be as follows for the two different options:
 - **Standard Conference only:** You will be billed the following two installments: (1) \$412.50 due at the time of enrollment, (2) \$412.50 due on or before 09/01/2022.
 - **Standard Conference plus Clinical Day:** You will be billed the following two installments: (1) \$512.50 due at the time of enrollment, (2) \$512.50 due on or before 09/1/2022.
- The initial payment will be charged to your payment card upon enrollment.
- Following enrollment, you will receive an email with instructions for submitting the remaining payments.
- It will be your responsibility to submit each payment, using USLCA's [online invoice management page](#).

FEES

- There is a one-time processing fee of \$30 charged and due with the first installment.

PAYMENT METHODS

- Payments can be made online 24/7 through USLCA's [online invoice management page](#) by credit card.
- Checks may also be submitted for payment but will be applied on date of receipt.

CANCELLATION AND REFUNDS

- All refund requests must be received no later than July 31, 2022, for a full refund, less a \$75 processing fee.
- Cancellations received between August 1, 2022 and September 1, 2022 will be eligible to receive a 50% refund, less \$75 processing fee.
- All refunds will be made after the completion of the conference.
- No refunds will be given for cancellations received after September.
- Attendee substitutions may be made at no additional charge for the exact registration. Compassionate accommodation will be made for those unable to travel due to COVID diagnosis in the form of transfer to the virtual conference.

FAILURE TO PAY

- All payments must be received by September 1, 2022 or registration will be forfeited.